

**TOWN OF CONCORD
SELECT BOARD
MINUTES
June 4, 2020
4:00PM
VIDEO CONFERENCE CALL**

Pursuant to notice duly filed with the Town Clerk, the Concord Select Board convened in a meeting via video conference call on June 4, 2020 at 4:00pm.

Present were Michael Lawson, Chair; Linda Escobedo, Clerk; Terri Ackerman, Jane Hotchkiss, and Susan Bates. Also present were Stephen Crane, Town Manager; Kerry Lafleur, Finance Director; and Carmin Reiss, Town Moderator.

Call to Order

Select Board Chair Michael Lawson called the meeting to order at 4:00pm.

Chairs Remarks

Mr. Lawson made a statement on the recent police murders of black Americans nationwide, and the subsequent protests that have taken place in the United States. [This statement was posted on the Town website.](#)

Mr. Lawson made a second statement regarding the Estabrook Road litigation. [This statement was posted on the Town website.](#)

Town Manager Update

Town Manager Stephen Crane issued a joint statement with Police Chief Joseph O'Connor condemning the murder of George Floyd in Minneapolis. There was a peaceful and socially - distant protest that took place in downtown Concord on Monday, June 1st. Mr. Crane offered that there may be changes that the Town needs to make as an organization, and stated that events that occurred in the last few weeks highlighted that change needs to happen faster.

Addition of Bus Stops at 58 Monument Square and 20 Lexington Road

Town Engineer Steve Dookran and Tourism Director Beth Williams attended to discuss. Ms. Williams noted that the *Envision Concord* plan highlights the need to attract residents to the downtown. The goal of these items is to make it easier for tour busses to come downtown moving forward.

Upon a motion duly made and seconded, it was UNANIMOUSLY

VOTED: to approve the Addition of Bus Stops at 58 Monument Square and 20 Lexington Road

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Roll call vote

Mike Lawson: Aye
Terri Ackerman: Aye
Jane Hotchkiss: Aye
Linda Escobedo: Aye
Susan Bates: Aye

Removal of Handicap Parking at 60-62 Monument Square

Upon a motion duly made and seconded, it was UNANIMOUSLY

VOTED: to approve the Removal of Handicap Parking at 60-62 Monument Square

Roll call vote

Mike Lawson: Aye
Terri Ackerman: Aye
Jane Hotchkiss: Aye
Linda Escobedo: Aye
Susan Bates: Aye

Addition of Handicap Parking at 48 Monument Square

Upon a motion duly made and seconded, it was UNANIMOUSLY

VOTED: to approve the Addition of Handicap Parking at 48 Monument Square

Roll call vote

Mike Lawson: Aye
Terri Ackerman: Aye
Jane Hotchkiss: Aye
Linda Escobedo: Aye
Susan Bates: Aye

Authorize the Regional Housing Services Office IMA extension

Town Manager Stephen Crane stated that this agreement needs an extension because of the delay in approving the Town's FY21 budget, and each municipality is extending this agreement until budgets are approved at Town Meeting.

Upon a motion duly made and seconded, it was UNANIMOUSLY

VOTED: to authorize the Town Manager to execute the Regional Housing Services Office Inter-municipal Agreement extension to September.

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Mike Lawson: Aye
Terri Ackerman: Aye
Jane Hotchkiss: Aye
Linda Escobedo: Aye
Susan Bates: Aye

Letter of Support for Concord's MVP Action Grant Application

Town Manager Stephen Crane commended the Town's Sustainability Director Kate Hanley, and the Town departments involved in applying for this grant. Applying for this grant will help the Town move forward on its climate action and preparedness goals.

Upon a motion duly made and seconded, it was UNANIMOUSLY

VOTED: to endorse the letter of support for Concord's Municipal Vulnerability Preparedness Action Grant application.

Roll call vote

Mike Lawson: Aye
Terri Ackerman: Aye
Jane Hotchkiss: Aye
Linda Escobedo: Aye
Susan Bates: Aye

Extend the charge of the Capital Planning Task Force until June 30, 2021

The Capital Planning Task Force is currently scheduled to expire before Town Meeting since it has been postponed. In order for the task force to finalize their recommendations, they are requesting an extension.

Upon a motion duly made and seconded, it was UNANIMOUSLY

VOTED: to extend the charge of the Capital Planning Task Force until June 30th, 2021.

Roll call vote

Mike Lawson: Aye
Terri Ackerman: Aye
Jane Hotchkiss: Aye
Linda Escobedo: Aye

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Susan Bates: Aye

FY21 1/12th Budget Request

Finance Director Kerry Lafluer stated that the Town must submit a 1/12th budget in order to continue operations until the FY21 budget can be formally approved at Town Meeting in September. The 1/12th budget is a continuation of the monthly expenditures from the FY20 budget, and the Town will need to submit an application to the state on a monthly basis. The budget can be found on the [Town's website](#).

Upon a motion duly made and seconded, it was UNANIMOUSLY

VOTED: move to approve the FY21 1/12th budgets for the months of July, August, and September as presented and authorize the Town Manager to submit the approved budget on a monthly basis to the Bureau of Local Accounts Director for final approval.

Roll call vote

Mike Lawson: Aye

Terri Ackerman: Aye

Jane Hotchkiss: Aye

Linda Escobedo: Aye

Susan Bates: Aye

Town Meeting Declaration and Update

Town Moderator Carmin Reiss attended to notify the board that she has issued a third declaration of recess and continuance of the 2020 Annual Town Meeting. The new date is Wednesday, July 29th at 5:00pm. Ms. Reiss expects that Town Meeting will likely continue to be postponed until September, but noted she can only move it 30 days at a time.

Appoint a Public Safety Officer to Notify the Attorney General regarding the Postponement of the Annual Town Meeting

The Town is required to notify the Attorney General in writing regarding the postponement of Town Meeting, and must nominate someone to do so.

Upon a motion duly made and seconded, it was UNANIMOUSLY

VOTED: to appoint Health Director Susan Rask to notify the Attorney General regarding the postponement of the Annual Town Meeting.

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Roll call vote

Mike Lawson: Aye
Terri Ackerman: Aye
Jane Hotchkiss: Aye
Linda Escobedo: Aye
Susan Bates: Aye

Town Manager Evaluation

Mr. Lawson noted that a 6-month evaluation was included as a requirement in Town Manager Crane's contract, and this was delayed due to the COVID-19 Pandemic. The evaluation was recently completed, with independent input from each board member. Mr. Lawson noted that the 6-month evaluation was a short time frame, and said the board looks forward to a more substantial evaluation moving forward for his one-year anniversary in August. Mr. Lawson thanked Mr. Crane for his leadership during this pandemic. Mr. Crane thanked the board and the Senior Management Team for their feedback and support.

Upon a motion duly made and seconded, it was UNANIMOUSLY

VOTED: to accept the 6-month Town Manager evaluation, and to transmit it to the Town Manager.

Roll call vote

Mike Lawson: Aye
Terri Ackerman: Aye
Jane Hotchkiss: Aye
Linda Escobedo: Aye
Susan Bates: Aye

Committee Liaison Reports

Ms. Bates noted that the Concord Business Partnership discussed a special fund through the Community Chest that provides money for small businesses. Residents can make tax-deductible donations to the Community Chest.

Ms. Ackerman noted that the Library is putting together a series of events that document the experiences of Concord residents.

Ms. Escobedo attended the NMI-Starmet Reuse Planning Committee, where they are moving forward with gaining public input on the EPA's preliminary report, which was disrupted due to

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the COVID-19 Pandemic. They are thinking of doing a Zoom public hearing, and doing a community survey to gain feedback.

Mr. Lawson reminded the community to vote in the June 11th Town Election, noting that the polling locations have been consolidated a single location: the high school gymnasium.

Miscellaneous Correspondence

Mr. Lawson noted the board has received correspondence from residents regarding the recent protests, as well as residents inquiring about the Police Department's de-escalation training in light of recent events in the country.

Public Comments

There were no public comments.

Adjourn

Upon a motion duly made and seconded, it was UNANIMOUSLY
VOTED: to adjourn

Roll call vote

Mike Lawson: Aye
Terri Ackerman: Aye
Jane Hotchkiss: Aye
Linda Escobedo: Aye
Susan Bates: Aye

Minuteman Media Network Coverage:

<https://www.youtube.com/watch?v=ctkN9dlezhg&list=PL1TTzrWEKOOkHKXNLQprEz0f0ofHYKj8-&index=9&t=2476s>

Meeting Documents: <https://concordma.gov/DocumentCenter/View/24878/June-4-SB-Packet>